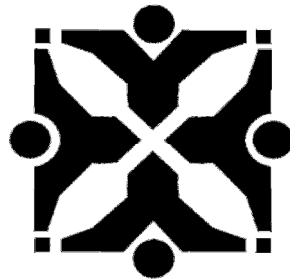


# **City of Columbia**



## **ECONOMIC DEVELOPMENT DEPARTMENT**

**REQUEST FOR QUALIFICATIONS #112/2018  
FOR  
AIRPORT PLANNING SERVICES  
FOR  
COLUMBIA REGIONAL AIRPORT (COU)**

**MIKE PARKS  
AIRPORT MANAGER**

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PURCHASING AGENT  
(573) 874-7375**

**REQUEST FOR QUALIFICATIONS #112/2018  
FOR AIRPORT PLANNING SERVICES AT COLUMBIA REGIONAL AIRPORT (COU)  
JULY 11, 2018**

**1) PROJECT DESCRIPTION**

The City of Columbia, Missouri ("Sponsor"), is hereby soliciting statements of qualifications and experience from qualified consultants for airfield planning projects at Columbia Regional Airport (COU). Projects may be subject to future receipt of Federal funding under the Federal Aviation Administration (FAA) Airport Improvement Program and/or by Missouri Department of Transportation (MoDOT) through the State Aviation Trust Fund. These projects may include the following:

1. Supplemental Terminal Area Masterplan (STAMP) – The STAMP shall provide the Sponsor and the FAA an update of the original Terminal Area Master Plan (TAMP) dated October 2017. The study will focus on comparative analysis between alternatives from the original TAMP study and the proposed Alternative Site 1X. The Airport Layout Plan must also be updated as part of the STAMP.
2. Assistance with required environmental actions and if determined necessary, preparation of a NEPA document in support of FAA requirements regarding development of a future passenger air carrier terminal, apron, taxiways, access and service roads, parking lots, and associated development. The preparation of this NEPA document will assess the potential direct and indirect effects of construction of a new terminal building and demolition of the existing terminal along with associated development on property owned by COU.

The environmental services required for completion of a NEPA document will be based in part on the analysis that was provided in the COU Final Environmental Assessment for Airside, Landside, and Surface Transportation Developments (FEA), and the Terminal Area Plan, completed by COU in 2017.

The required services include, but are not limited to, airport planning, environmental, and necessary incidental services. The consultant should provide the name(s) of preferred firm(s) for any work which is likely to be sub-consulted. Sub-consultant changes can occur with Sponsor approval. At the Sponsor's discretion, this selection can be retained for projects specifically listed herein and initiated within five years or until all projects are complete. Projects other than those listed above will require a new solicitation except as allowed by FAA Advisory Circular 150/5100-14 paragraph 2.7.2 (4). Disclosure: Under a previous agreement, Burns & McDonnell assisted the Sponsor with preparation of their CIP and engineering services.

This contract is subject to all applicable Federal Provisions, which include, but are not limited to:

- Title VI of the Civil Rights Act of 1964

- Section 520 of the Airport and Airway Improvement Act of 1982
- DOT Regulation 49 CFR Part 20 – Lobbying and Influencing Federal Employees
- DOT Regulation 49 CFR Part 26 – Disadvantaged Business Enterprises Participation
- DOT Regulation 49 CFR Part 30 – Foreign Trade Restriction Clause
- DOT Regulation 2 CFR Part 180 and 1200 – Government Debarment and Suspension
- DOT Regulation 2 CFR 200 Appendix II, including Access to Records and Reports, Breach of Contract Terms, Rights to Inventions, and Termination of Contract

## 2) **SELECTION PROCESS**

A qualification based selection process conforming to FAA Advisory Circular 150/5100-14 will be utilized to select the most qualified firm. Selection criteria will include, but may not be limited to:

- Recent experience in airport projects
- Capability to perform all aspects of project
- Ability to meet schedules within budget
- Knowledge of FAA/MoDOT regulations, policies and procedures
- Quality of previous airport projects undertaken
- Personnel experience and qualifications
- Familiarity with, and proximity to the project
- An implemented Affirmative Action Program

The City reserves the right to select from qualifications or may interview from a short list of qualified consultants if deemed necessary.

The selection committee reserves the right to reject any or all proposals and to accept the proposals the City considers the most advantageous.

## 3) **CONTENT OF THE PROPOSAL**

Fees will be negotiated for projects as federal funds become available. **Consultants shall not include fee or cost information when responding to this solicitation.** Prospective consultants are advised that applied overhead rates must be in accordance with the cost principles established within Federal Regulation 48 CFR Part 31, Contract Cost Principles and Procedures. After selection, the successful firm will be required to submit a copy of their current overhead rate audit certification or MoDOT pre-approval.

Airport consultants should submit three copies of their statement of qualifications and experience along with references to the below address, no later than 5:00 p.m. CDT on Friday, August 10, 2018 in the office of:

Finance Department/Purchasing Division  
Cale Turner, Purchasing Agent:  
701 E. Broadway, 5<sup>th</sup> Floor  
P.O. Box 6015  
Columbia, MO 65205

The consultant should also provide an affidavit of compliance with the federal work authorization program and a copy of the firm's E-Verify Memorandum of Understanding.

Questions regarding this solicitation can be directed to Cale Turner at (573) 874-7375 or by e-mail at [cale.turner@como.gov](mailto:cale.turner@como.gov).